

List of Event Permits

The following is a list of common Montgomery County permits your organization might need for upcoming event:

Type of permit	Typically required when...	Application/ Contact Information
Commercial Building Permit	There will be stages, platforms, scaffolding, bleachers and/or grandstands, canopies or other temporary structures over 30 inches in height measured from the grade.	www.montgomerycountymd.gov/DPS/Process/combuild/commercial-new-building.html
Electrical Permit	There will be electrical installations such as lighting, sound equipment, etc. or generators over 6.5 KVA.	www.montgomerycountymd.gov/DPS/Codes/Electrical-Mechanical-Index-Page.html
Fireworks Permit	There will be professional fireworks displays at your event.	www.montgomerycountymd.gov/DPS/Process/fpcc/fireworks.html
Open Flame Permit	There will be open flame devices, on-site cooking, or patio heaters.	www.montgomerycountymd.gov/DPS/divisions/fire/index.html
Portable Toilets Permit	There will be commercial portable toilets or if the site is served by a septic system.	www.montgomerycountymd.gov/DPS/contact.html#dps_directory
Raffle Permit	The event will be organized by a non-profit and it will include the sale of chances and the drawing of a winner.	www.montgomerycountymd.gov/HHS/LandR/Raffle.html
Road Closure/ Parking Permit	There will be road closures and additional parking is needed.	www.montgomerycountymd.gov/dot-traffic/special_events.html
Special Event Permit	The activity will be open to the public and operated by an organization within Montgomery County.	www.montgomerycountymd.gov/DPS/Resources/Files/ZSPE/Special-Event-Permit-Application1.pdf
Temporary Alcohol License	The event will be open to the public, with a charge and hosted by a nonprofit club, society, or association.	www.montgomerycountymd.gov/ABS/licensure/licensure/one-day/
Temporary Food Service License	There will be distribution, preparation, and handling food for public consumption with or without charge.	www.montgomerycountymd.gov/HHS/LandR/Index.html
Tent Permit	There will be temporary tents over 200 square feet.	www.montgomerycountymd.gov/DPS/Resources/Files/COMBUILD/ApplicationForUseAndOccupancyCertificate.pdf